



Maintenance Worker

Department: Countywide

Class Code: 3161

EEO Code: 28

FLSA: N

Effective:

GENERAL STATEMENT OF DUTIES:

Under general supervision; performs work of routine difficulty cleaning and maintaining County buildings and grounds; and performs other work as required.

SPECIFIC STATEMENT OF DUTIES:

Performs any combination of following duties: Cuts lawns, using hand mower and riding mower; trims and edges around walks, flower beds and walls; prunes shrubs and trees to shape; sprays lawn, shrubs and trees with fertilizer, herbicides and insecticides; rakes and bags leaves; plants grass, flowers, trees and shrubs; waters lawn and shrubs; cleans grounds and removes litter; shovels snow or operates snow removal equipment to maintain streets, parking lots and sidewalks; spreads salt on public passage ways to prevent ice buildup; repairs fences, gates, walls and walks, using carpentry and masonry tools; paints; assists in maintaining and repairing County buildings' HVAC and electrical systems; assists in maintaining and repairing wood parts of buildings, using carpenter tools; repairs and maintains doors; moves and sets up furniture; hauls materials and supplies; Cleans out drainage ditches and culverts; slopes and grades landscape; mixes, pours and finishes concrete; lays concrete pipe; operates and maintains power equipment; drives truck; hauls and spreads stone and sand; picks up refuse and leaves; considered essential personnel during times of weather related crises such as snow, windstorms, etc.; maintains good customer relations with County staff and the public; and performs other work as required.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Good knowledge of safety principles and practices as they apply to building and grounds maintenance; some knowledge of principles of carpentry.

Working skill in maintaining and repairing grounds and buildings; in operating and maintaining power tools; in sloping and grading drainage ditches.

Ability to perform heavy manual labor.

MINIMUM EDUCATION AND EXPERIENCE:

Completion of the core curriculum for a high school diploma and six month of experience working in building and grounds maintenance; or an equivalent combination of training and experience; must have valid vehicle operator license.

ADDITIONAL REQUIREMENTS:

None.

This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.